



Concept Paper # 224

Name of document to be reviewed:

Teach Iowa Comprehensive Licensure and Employment System

Document for review and approval:

☒ Request for Proposal (RFP)
☐ Request for Service (RFS)
☐ Request for Quote (RFQ)
☐ Invitation to Qualify

☐ Sole Source Procurement
☐ Statement of Work
☐ Staff Augmentation
☐ Master Agreement Purchase

NOTE: Sole source procurements will also need authorization from DAS Procurement for this type of purchase. Please also contact DAS Procurement at this location:

<http://das.gse.iowa.gov/procurement/solesource%202010.pdf>

Document for review only:

☐ Master Agreement

☐ Request for Information (RFI)

Agency: **Department of Education and Board of Educational Examiners**

RFP Reference #: ED-JB286-01

Release Date: October 16, 2012

This project is requesting IOWAccess funds: Yes ☐ No ☒

NOTE: IOWAccess concept papers are to be sent to Wes Hunsberger (Wes.Hunsberger@iowa.gov) for an internal DAS review.

Projected cost over \$50,000? Yes ☐ No ☐ Undetermined

Projected agency staff hours over 750? Yes ☐ No ☒

Project Cost, Funds and Funding Source:

Please list the internal and external resources/costs for the purchase:

Internal Resources/Costs: Some internal IT staff time only.



External Resources/Costs: We expect that this system will be developed through a contract with the vendor. We will use funds from fees collected by the Board of Educational Examiners for the initial build (I54)

Timelines:

Estimated start date:

Estimated end date:

Goal: Design, implement, and operate a unified system combining the functions of a state-wide job board and educational employment application center, an applicant tracking system available to PreK -12 education employers in the state, a portal for electronic applications for educator licensure capable of handling data transactions related to the licensure process.

Background: The Board of Educational Examiners currently has a system that collects scanned documents needed for teacher licensure and then uses that system to generate a paper license. The Department of Education maintains a very basic job board for educational jobs across the state. The idea here would be a one-stop-shop where it would take students from applying to a license through the process of applying for a job. The system would contain all documents and make smart connections for the individual that would connect licensure categories to open positions. School districts would also use this to pull down application materials and to post jobs.

Expected Results:

What are the tangible and intangible benefits of this purchase for this agency and/or state government? The Teach Iowa site is envisioned as a one-stop-shop, where Iowa educators can apply for, renew, and engage in other transactions related to educator licensure with the Board of Educational Examiners. Further, the system shall operate as a state job board for education positions and an applicant tracking system. The system shall be designed to minimize duplicate entry on the part of the applicant and provide opportunities for data transactions between the applicant and educational state and local agencies, or participating accredited nonpublic schools.

Can these benefits be quantified in financial terms? If yes, please explain. There will be much saving of time for many individuals. There will be little need to pay for posting job notices. This will also streamline the process to apply for an Iowa Teaching License.

How will you be more effective as a result of this purchase? Time of response will improve. We will have a better ability to track applicants against available jobs and do the right work recruiting them for various open positions. This will help us address shortage areas or hard-to-fill positions as well.

How will service to your customers be enhanced as a result of this purchase? The current system is not efficient or coherent. This unifies several processes into one, creating efficiency and expediting the process for all involved, both school districts and individual teachers.

Testing and Acceptance:

Some of the Interested Parties: DE staff and administrators, Iowa Board of Educational Examiners, Iowa Educators, potential job seekers/applicants



Some of the Recipients of this Service: DE staff and administrators, Iowa Educators, potential job seekers/applicants

Standards:

Architecture:

Business Continuity / Disaster Recovery:



Recommendations from the State CIO:

NOTE: Where applicable, all DAS GSE Procurement and IA Administrative Code 11-105 and 11-106 requirements and procedures are to be followed. Reference: <http://das.gse.iowa.gov/procurement/>, specifically: <http://das.gse.iowa.gov/procurement/adminrules/>.

Duplication recommendation from the State CIO to the DAS Director:

- a) Is there duplication within Government? *(Please identify duplication at the agency level, as well as within the enterprise)*
- b) Can an existing program be modified to address a new need?
- c) Do you have any similar program in existence?
- d) Have you sought IT procurements for similar programs in the past?
- e) Do you have purchasing documents for similar programs?
- f) Do you have similar purchasing documents that could be used as a starting point for this program?
- g) Is there anything you could provide that could assist the agency with this IT procurement?
- h) Are there alternatives available to the agencies?

Recommendation of the State CIO to the DAS Director:

Authorize this IT procurement Yes ____ No X

Alternatives suggested by the State CIO
(see comments below) Yes X No ____

Additional comments from the State CIO:

The State CIO cannot approve the RFP as it was released outside of the IT review process. Education has already received bids. The State CIO has spoken to Jeff Berger at DE and indicated that DAS and the State CIO will need to be involved in the review of the bids, and the State CIO believes that will happen.

DAS Director's action:

Authorize this IT procurement Yes ____ No X

DAS Director's signature and date:

The above IT procurement concept denied by Director Carroll on 12/6/12

Comments: **None.**